

Board of Elections Committee Meeting Minutes
Tuesday, June 2, 2020

Meeting Attendees: Election Commissioners Toombs & Wahls

March Minutes approval: Cliff Balliet and Bill Standing

Financial Update/Budget 2020:

YTD Budget Report Attached reviewed.

Due to consolidation of presidential and state/local primary elections, we have some extra money on Election Inspectors budget line – using it to transfer to areas where we need to cover unforeseen COVID 19 expenses. Money from our Training line is being diverted to COVID 19 expenses.

The TCBOE is a mandated service to all county registered voters, we cannot cut our budget in light of the many additional precautions and supplies required to keep our voters safe.

Old Business:

Inspector recruitment on hold due to COVID impact.

Presidential Primary back on by court order.

Continuing political party Conference Calls as well as weekly SBOE Conference Calls updating any Executive Orders or further guidance for the June elections.

New Business:

- Ordering of supplies for PE20 based on COVID needs – Wasp Scanners (Absentee Ballot collection data), Gloves, Absentee Ballot Envelopes Order – 15,000 forward envelopes, 26,000 postage-paid BRM return envelopes, and 20,000 oath envelopes. Printing election code on envelopes and revised new postage paid envelopes as a result two party primary were an unforeseen expense.
- Supplies from EMO - sanitizer, gloves & masks and face shields for Election Day Inspectors. These items have been challenging to obtain from our typical vendors hence we are grateful for these items.
- Batteries for Rack Mount Server in the VMT room replaced by IT.

- NTS upgraded their Suite program to accept the influx of absentee ballot applications reducing some data entry steps for the Deputy Commissioners.
- Clear Ballot webinar demonstration of ClearCount scanner; cost/time saving for post-election processes including required 3% Audit and scanning absentees (see Resolution F12).
- Mailing of Military/Federal Ballots completed and surveys to the Department of Justice and SBOE are up to date.
- School District lists and labels to ME, UE, Waverly, Candor, OACSD, & Tioga Central were processed and transmitted upon request.
- OACSD Test Deck completed by VMTs for machines at district office. New Executive Order for processing of school district ballot counting is now June 16th after 5 PM. The VMTs will be on site during the machine tabulation.
- Risk Assessment Webinar call with SBOE and follow up steps with IT in progress.
- Preparations for Presidential Primary and State, Local and Federal has required the assistance of volunteers from other county departments as well as from the Democratic and Republican Party committee personnel.
- Test Deck validation of the party and district ballots for both the PP20 and PE20 election completed by the VMTs.
- Ordering of AB and ED ballots for EV and ED has escalated due to the Executive Order from the Governor. Absentee Ballot quantities ordered is an estimated compromise of the voters' eligible vs the voters' that will complete and return the application. 23,000 Absentee applications and letters (sent to Dems and Reps) were sent out. An inundation of approximately 3000 requests to date. (Note, during prior Presidential Elections there have not been that quantity of requests.) Per the Governors Executive Orders, these applications are only valid for the June 23rd election. Voters have checked other boxes on the application requiring additional sorting and classifications such as a Permanent Absentee voter's request that requires different program coding.
- Postal BRM reimbursements have escalated to over \$6000 to date requiring budget transfers to COVID 19 tracking costs. An influx of envelopes with yellow postal labels on the Absentee Ballot mailer are coming back to the office because of moving outside of Tioga County. The cost for the postage

paid returned applications have utilized nearly half of the annual postage budget for the office.

- A maximum of four volunteers daily, (which may include a county worker with the approval of their Department Heads or Political Party members) are volunteering to assist on a specific date/time with office tasks such as clocking in of all the mail, preparing envelopes for mailing of Absentee Ballots, preparing supplies for Election Day and Early Voting, stuffing of pre-labeled Inspector Assignments and other tasks.
- COVID -19 has drastically affected the available Election Inspectors: We have 90 believed to be available but should have 164.

Resolutions:

F12- AUTHORIZE BOARD OF ELECTIONS TO ENTER INTO PURCHASE AGREEMENT FOR CLEARCOUNT BALLOT SCANNING SYSTEM AND AMEND BUDGET

An Executive Session was held regarding BOE personnel.